



**MARYLAND**  
**Department of**  
**Juvenile Services**

Successful Youth • Strong Leaders • Safer Communities

One Center Plaza  
120 West Fayette Street  
Baltimore, MD 21201

Boyd K. Rutherford  
Lt. Governor

Larry Hogan  
Governor

Sam Abed  
Secretary

July 26, 2016

**Re:** MDV0031028004/16-AX-01 – Prison Rape Elimination Act Training and Policy Review

Dear Potential Bidder:

The Department of Juvenile Services, an Executive Department of the State of Maryland, hereinafter called "the Department," "DJS," or "Juvenile Services," is soliciting vendors certified in Prison Rape Elimination Act (PREA) to review and evaluate Prison Rape Elimination Act (PREA) promulgated by DJS. These services will also be shared with Maryland Department of Public Safety and Correctional Services (DPSCS).

A Pre-Proposal Conference/Site Visit has been scheduled for this procurement on **August 17, 2016 at 2:00 pm**. The meeting will be held at DJS Headquarters, 2<sup>nd</sup> Floor IT Large Conference room, 120 W. Fayette Street, Baltimore, MD 21201. To ensure proper seating and materials are available to accommodate attendees, we ask that you register for this conference.

Bids are to be submitted by **September 7, 2016** no later than **3:00 PM**. Only bids via **courier service, US Mail or hand delivery** will be accepted.

You may obtain this solicitation document by accessing the eMaryland Marketplace website at <https://www.emaryland.buyspeed.com/bsol/>. Click on Bidding Opportunities and enter the eMaryland Marketplace number **MDV0031028004** to download the solicitation. Please review and submit all required documents. If you are unable to obtain a copy from our website, please call Raelene Glasgow, 410-230-3327 for assistance.

If you do not intend to respond to this procurement, please take a moment to fill out the Non-Bidders Response Form and submit it my office at 410-333-4191. This information is required by the Department of Budget and Management to ensure outreach methods were made to seek vendors for this procurement and to get feedback from vendors regarding this solicitation.

If you have any questions, please submit them in writing to Raelene Glasgow, Procurement Specialist, as soon as possible via fax or email. The Fax number is 410-333-4191 and the email address is [raelene.glasgow@maryland.gov](mailto:raelene.glasgow@maryland.gov).

Sincerely,

Raelene Glasgow  
Office of Procurement

